



State of Illinois
PROPERTY TAX APPEAL BOARD

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**Minutes of the
Property Tax Appeal Board Meeting
Held on February 13, 2018
Des Plaines, Illinois**

- 1. Roll Call:** Chairman Mauro Gloriosi; Jim Bilotta; Mr. Freeman; Dana D. Kinion; and Robert J. Steffen.

Staff: Steve Waggoner, Acting Executive Director
David Suarez (via conference call);
Becky Hesse (via conference call);
Dianne Lerman, Recording Secretary.

Mr. Gloriosi convened the Meeting at 10:00 a.m.

- 2. Approval of Board Minutes from the January 9, 2018 Meeting.**

Mr. Steffen moved to approve the Board Minutes of January 9, 2018 as presented. Mr. Freeman seconded the Motion and it carried 5-0.

- 3. Adoption or Amendments to the Agenda**

Mr. Freeman moved to accept the Agenda as presented. Mrs. Kinion seconded the Motion and it carried 5-0.

- 4. Acting Executive Director's Report**

Mr. Waggoner reported on the PTAB Operations. He reported the number of new 2016 appeals are up approximately 13% over the number of 2015 appeals.

BOARD MEMBERS

Kevin L. Freeman
Chicago

Jim Bilotta (Acting)
Lockport

Robert J. Steffen
South Barrington

Dana D. Kinion
Springfield

Mr. Waggoner presented an update on staffing and administrative issues. He reported the posting of two open positions for Technical Advisors and one position for an open Office Assistant position at the Springfield Office. Interviews are currently being scheduled. Mr. Waggoner reported Pam Ifft will be retiring and her last day at PTAB will be April 30th and Michael Bullock will be assuming some of the responsibilities of the position. He further reported (6) 75-Day staff are being utilized at both the Springfield and Des Plaines Offices in a continued effort to reduce the current backlog of cases pending before PTAB due to the volume of new appeals filed.

Mr. Waggoner reported on the PTAB IT staff's progress being made in the process of sending out 2016 "ready hearing" notice letters electronically to both pro-se appellants and appellant attorney represented files. Mr. Waggoner further reported the PTAB's IT staff continues to work with the Cook County Board of Review to facilitate the eventual electronic filing of evidence. The Board discussed a recent request received from the Cook County Board of Review and approved a final 90-day extension of time to file evidence.

Mr. Waggoner reported on the preparation and filing of the 2017 Annual Report. He stated this report is prepared annually in accordance with the Property Tax Code (35 ILCS 200/Section 16-190) that requires PTAB to file an annual report the following information for each county:

- (1.) The total number of cases for commercial and industrial property requesting a reduction in assessed value of \$100,000 or more for each of the last 5 years;
- (2.) The total number of cases for commercial and industrial property decided by the Property Tax Appeal Board for each of the last five years; and
- (3.) The total change in assessed value based on the Property Tax Appeal Board decisions for commercial and industrial property for each of the last five years.

Mr. Waggoner stated this information was distributed to the Governor, leaders of both the Senate and House of Representatives, the State Library, and others. He further stated this information and other PTAB publications are available on the PTAB website and can be downloaded for reference purposes.

Mr. Waggoner reported on the proposed Budget for FY 19. He further reported the Governor's Budget Address will take place on 2/14/18, PTAB's budget request to the legislature is due to be filed on 2/15/18, and the House Budget Appropriation hearing is tentatively scheduled for April 11, 2018.

Mr. Waggoner distributed copies of the Governor's Executive Order to Eliminate Legislative Conflicts of Interests, SB 2495, and HB4435 for review. He further reported

the proposed PTAB amendments will be filed this week and the rulemaking will eventually be filed with JCAR.

Mr. Freeman moved to accept the Executive Director's Report. Mr. Steffen seconded the Motion and it carried 5-0.

5. Discussion of Motions

- a. William Corgan: #16-04611-R-3 (Lake)

Mr. Bilotta moved to grant a final 60-day extension. Mr. Freeman seconded the Motion and it carried 5-0.

- b. Manfred & Lois Joast: #16-21699-R-3 (Cook – N. Trier)
Jeff Lowell: #16-21923-R-1 (Cook – N. Trier)

Mr. Freeman moved to grant a final 30-day extension in each appeal. Mr. Glorioso seconded the Motion and it carried 5-0.

- c. Anthony Bongiorno: #16-24166-R-1 (Cook – Barrington)
Lee & Andria Canel: #16-22044-R-1 (Cook – N. Trier)

Mr. Freeman moved to grant a final 60-day extension. Mr. Steffen seconded the Motion and it carried 5-0.

- d. Exeter Property Group: #16-04769-C-2 (Lake)

Mr. Freeman moved to grant a final 60-day extension. Mr. Steffen seconded the Motion and it carried 5-0.

- e. Wayne Basica: #16-04557-R-2 (Lake)

Mr. Bilotta moved to grant a final 30-day extension. Mr. Glorioso seconded the Motion and it carried 5-0.

- f. John Sieben: #16-04981-R-1 (Lake)

Mr. Bilotta moved to grant an extension until 7-1-18. Mr. Steffen seconded the Motion and it carried 5-0.

- g. 22nd Street, LLC: #16-06102-C-2 (DuPage)

Mr. Freeman moved to grant a final 45-day extension. Mr. Glorioso seconded the Motion and it carried 5-0.

- h. Millennium Properties R/E, Inc.: #16-04130-C-1 (Lake)
Comar Properties/Chicago Title Trust #128111: #16-04131-C-1 (Lake)
Joel Friedland: #16-04132-I-3 (Lake)
Edward & Marie Pasquesi: #16-04134-R-1 (Lake)

Mrs. Kinion moved to grant a final 30-day extension in each of the appeals. Mr. Bilotta seconded the Motion and it carried 5-0.

- i. Daniel O'Brien: #16-21801-R-1 (Cook – N. Trier)
John & Sharon Watrous: #16-21804-R-1 (Cook – N. Trier)
Jeff BV Commercial: #16-21806-R-1 (Cook – Cicero)
John & Kathryn Mangel: #16-21808-R-1 (Cook – N. Trier)
Patriot Park LLC: #16-21810-C-2 (Cook – Evanston)
Gerald Forsythe: #16-21811-R-1 (Cook – Barrington)
William & Cathy Bartholomay: #16-21816-R-1 (Cook – N. Trier)
American Chartered Bank: #16-21817-C-1 (Cook – Barrington)
Bernard Sergesketter: #16-21820-R-1 (Cook – N. Trier)
Albert Kocemba: #16-21821-R-1 (Cook – Evanston)
Jann Tyler: #16-21823-R-1 (Cook – N. Trier)
Malik Kanaan: #16-21824-R-1 (Cook – Palos)
Cat's Cradle LLC: #16-22286-C-2 (Cook – Rogers Park)

Mr. Bilotta moved to grant a final 30-day extension for each Class 1 appeal and a final 60-day extension for each Class 2 appeal. Mr. Freeman seconded the Motion and it carried 5-0.

- j. Tim & Susan Morris: #16-04096-R-1 (Lake)
Bottomline Investors, Inc.: #16-04102-R-1 (Lake)
Gerald Sherman: #16-04106-R-1 (Lake)
Sandy Point Condominium Assoc.: #16-04400-R-3 (Lake)

Mr. Freeman moved to grant a final 30-day extension for each Class 1 appeal and a final 60-day extension for the Class 3 appeal. Mr. Glorioso seconded the Motion and it carried 5-0.

- k. Road Ranger, LLC: #16-05356-C-2 (Douglas)

Mrs. Kinion moved to grant the Douglas County Board of Review a final 90-day extension. Mr. Glorioso seconded the Motion and it carried 5-0.

- l. Lorraine Aldworth: #16-01780-R-1 (McHenry)
Robert Shannon: #16-04310-R-1 (McHenry)

Mr. Bilotta moved to grant the McHenry County Board of Review a final 60-day extension in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- m. Gustavo Gonzales: #16-00137-R-1 (Kankakee)
Dale & Aaron Harris: #16-00138-R-1 (Kankakee)

Mr. Steffen moved to grant the Kankakee County Board of Review a final 30-day extension in each of the appeals listed above. Mr. Bilotta seconded the Motion and it carried 5-0.

- n. Switzer Lake House, LLC: #16-05334-R-1 (Jersey)
Bridgemark Healthcare: #16-06877-C-3 (Jersey)

Mr. Freeman moved to grant the Jersey County Board of Review a final 60-day extension for the Class 1 appeal and a final 90-day extension for the Class 3 appeal. Mrs. Kinion seconded the Motion and it carried 5-0.

- o. Carlson Oak LLC: #16-02638-C-1 (DeKalb)
Carlson Oak LLC: #16-02731-C-1 (DeKalb)
Carlson Oak LLC: #16-02732-C-1 (DeKalb)

Mr. Freeman moved to grant the DeKalb County Board of Review a 60-day extension in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- p. First Midwest Bank: #16-02150-C-2 (DeKalb)
First Midwest Bank: #16-02151-C-1 (DeKalb)
First Midwest Bank: #16-02153-C-3 (DeKalb)

Mr. Freeman moved to grant the DeKalb County Board of Review a final 90-day extension in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- q. Alejo Alvaro: #16-04453-R-1 (Lake)
- Sharon Green-Berg: #16-04599-R-1 (Lake)
- Sergey Taitler: #16-04603-R-1 (Lake)
- Tom Cirrincione: #16-04605-R-1 (Lake)
- Eiran Feldman: #16-04616-R-1 (Lake)
- Charles Friend: #16-04618-R-1 (Lake)
- Kent Sullens: #16-04677-R-1 (Lake)
- Robert Weinberg: #16-04685-R-1 (Lake)
- Everett Kenyon: #16-04704-R-1 (Lake)
- Michael McElroy: #16-04715-R-1 (Lake)
- Thomas Davis: #16-04716-R-1 (Lake)
- Jonathon Weber: #16-04722-R-1 (Lake)
- James Gawel: #16-04745-R-1 (Lake)
- Patricia Lippert: #16-04751-R-1 (Lake)
- James Hopkinson: #16-04754-R-1 (Lake)
- Kirk & Cynthia Dens: #16-04755-R-1 (Lake)
- John Sehring: #16-04757-R-1 (Lake)
- Harold Marshall: #16-04846-R-3 (Lake)
- G. Neil Garrett: #16-04847-R-1 (Lake)
- Linda & Richard Smaligo: #16-04858-R-2 (Lake)
- Lyle Daniels: #16-04859-R-2 (Lake)
- Adam & Natalie Swearingin: #16-04863-R-1 (Lake)
- Kenneth Eigner: #16-04864-R-1 (Lake)
- John & Margaret Morgan: #16-04865-R-1 (Lake)
- Michael & Deborah Menoni: #16-04872-R-1 (Lake)
- John & Mary Ellen Wright: #16-04915-R-2 (Lake)
- Daniel Griffith: #16-04934-R-1 (Lake)
- Gerald Verbeten: #16-04935-R-1 (Lake)
- Rick Robin: #16-04936-R-1 (Lake)
- Rick Robin: #16-04937-R-1 (Lake)
- Patrick Davidson: #16-04938-R-1 (Lake)
- Edna Ezell: #16-04957-R-1 (Lake)
- Boguslaw Lipski: #16-04984-R-1 (Lake)
- Randall Kalin: #16-05093-R-1 (Lake)
- Jon Abt: #16-05109-R-1 (Lake)
- Sohair Dionigi: #16-05118-R-1 (Lake)
- First Midwest Bank: #16-01800-C-1 (Lake)
- John Hancock Life Ins. Co.: #16-02121-I-2 (Lake)
- Schultes Precision Manufacturing, Inc.: #16-02199-I-1
- Growth Partners, LLC: #16-02832-I-1 (Lake)
- Susanna Miller: #16-04108-R-1 (Lake)
- Ronald Robison: #16-04110-R-1 (Lake)
- Kay Noonan: #16-04112-R-1 (Lake)

James Iversen: #16-04122-R-1 (Lake)
Richard Martin: #16-04126-R-1 (Lake)
Guy & Eleanor Lamacchia: #16-04127-R-1 (Lake)
John Belvisi: #16-04128-R-1 (Lake)
Alan Mendelson: #16-04129-R-1 (Lake)
Salomon Dayan: #16-04162-R-1 (Lake)
Midwest 8 LLC: #16-04184-C-1 (Lake)
John Sexton: #16-04185-C-2 (Lake)
John Sexton: #16-04186-C-3 (Lake)
Ronald Domskey: #16-04209-R-1 (Lake)
Michael Burns: #16-04212-R-1 (Lake)
Christopher Barry: #16-04216-R-2 (Lake)
RB Property Management, LLC: #16-04219-R-1 (Lake)
Eugene Friedman: #16-04220-R-1 (Lake)
RB Property Management, LLC: #16-04223-R-1 (Lake)
RB Property Management, LLC: #16-04224-R-1 (Lake)
David Port: #16-04252-R-1 (Lake)
Mary SYC: #16-04292-R-1 (Lake)
V. Jampala: #16-04307-R-1 (Lake)
Ilona Wozniak: #16-04308-R-1 (Lake)
Pamela Tukesbrey: #16-04327-R-1 (Lake)
Steven Russell: #16-04334-R-1 (Lake)
Charles Buckles: #16-04335-R-1 (Lake)
Robert Robbins: #16-04356-R-1 (Lake)
Ronald Blake: #16-04370-R-1 (Lake)
GA Tri-State Office Park, LLC: #16-04375-C-3 (Lake)
Jong Kim: #16-04390-R-1 (Lake)
Prem & Harpreet Datt: #16-04397-R-1 (Lake)
Steven Cohen: #16-04408-R-1 (Lake)
Anthony & Chris Roberti: #16-04409-R-1 (Lake)
Surrender Puri: #16-04410-R-2 (Lake)
Jose Cabrera: #16-04447-R-1 (Lake)
Prem & Harpreet Datt: #16-04468-R-1 (Lake)
Pamela Stanton: #16-04475-R-1 (Lake)
James Wilcox: #16-04477-R-1 (Lake)
CP Management, LLC: #16-04512-R-1 (Lake)
Daniel Weber: #16-04521-R-1 (Lake)
Warren Scaman: #16-04525-R-1 (Lake)
William Graham: #16-04527-R-1 (Lake)
Robert Stob: #16-04528-R-1 (Lake)
Michael Graham: #16-04529-R-1 (Lake)
Daniel Graham: #16-04531-R-1 (Lake)
Alix Eugene: #16-04532-R-1 (Lake)

Hub Arkush: #16-04533-R-1 (Lake)
Michael Rubin: #16-04534-C-1 (Lake)
Nick Lee: #16-04544-R-1 (Lake)
Jeff Snower: #16-04562-R-1 (Lake)
Barbara Karacic: #16-04570-R-1 (Lake)

Mr. Freeman moved to grant the Lake County Board of Review a final 90-day extension in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- r. Maurice Eichelberger: #16-04493-R-1 (Ford)
Maurice Eichelberger & Jeff Graham: #16-04495-R-1 (Ford)

Mr. Steffen moved to grant the Ford County Board of Review a final 30-day extension in each appeal listed above. Mr. Gloriosso seconded the Motion and it carried 5-0.

- s. Josh Johnson: #16-00150-C-1 (Kane)
BMO Harris Bank, N.A.: #16-00465-C-2 (Kane)
Daniel Yabut: #16-00474-R-1 (Kane)
Gonnella Baking Company: #16-00478-I-3 (Kane)
Best Buy 387: #16-00497-C-3 (Kane)
William Plocinski: #16-01036-I-2 (Kane)
MSMS Properties, LLC: #16-01180-I-1 (Kane)
Mark & Tiffany Pechous: #16-01442-R-1 (Kane)
Lencioni Family Partnership, LLC: #16-01451-C-2 (Kane)
Kaneville Road Joint Venture, Inc.: #16-01452-C-3 (Kane)
Thomas Micun: #16-01496-R-1 (Kane)
Tamas Malacsina: #16-01581-R-1 (Kane)
Huntley Crossings Development, LLC: #16-01614-C-3 (Kane)
Ramseyer/Koziol Austin Holdings: #16-01637-R-1 (Kane)
Ramseyer/Koziol Austin Holdings: #16-01638-R-1 (Kane)
US Bank #8331: #16-04207-F-1 (Kane)
Town Center, LLC: #16-05067-C-1 (Kane)

Mr. Bilotta moved to grant the Kane County Board of Review a final 30-day extension for each Class 1 appeal and a final 60-day extension for each Class 2 and Class 3 appeal listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- t. East Alton Development, LLC: #16-00342-C-2 (Madison)
Mark Mayer: #16-05630-R-1 (Madison)
Aaron Muskopf: #16-05639-R-1 (Madison)
Duane Fontana: #16-05766-C-1 (Madison)

Steven Todt: #16-05773-R-1 (Madison)
Ryan Nelson: #16-06040-R-1 (Madison)
Jessica Gibson: #16-06323-R-1 (Madison)
Alan Rose: #16-06326-R-1 (Madison)
Warren Slater: #16-06333-R-1 (Madison)
William Rankin: #16-06368-R-1 (Madison)

Mr. Bilotta moved to grant the Madison County Board of Review a final 60-day extension in each appeal listed above. Mr. Freeman seconded the Motion and it carried 5-0.

- u. Imperial Realty Co.: #14-26766-C-3 (Cook – Palatine)

Mr. Bilotta moved to grant a final 60-day extension to Intervenor, Palatine C.C.S.D. #15 and Palatine T.H.S.D. #211. Mr. Freeman seconded the Motion and it carried 5-0.

- v. C.C.S.D. #93: #15-05645-I-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, DCT Mitchell Ct., LLC. Mr. Steffen seconded the Motion and it carried 5-0.

- w. C.C.S.D. #93: #15-05643-I-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, Prologis. Mr. Steffen seconded the Motion and it carried 5-0.

- x. C.C.S.D. #93: #15-05644-I-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, Peacock Engineering. Mr. Steffen seconded the Motion and it carried 5-0.

- y. C.C.S.D. #93: #15-05648-I-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, Tyndale House Publishers, Inc. Mr. Steffen seconded the Motion and it carried 5-0.

- z. C.C.S.D. #93: #15-05648-I-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, Dugan Realty. Mr. Steffen seconded the Motion and it carried 5-0.

- aa. C.C.S.D. #93: #15-05655-I-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, Duke Realty Ltd. Partnership. Mr. Steffen seconded the Motion and it carried 5-0.

- bb. C.C.S.D. #93: #15-05656-I-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, Prologis. Mr. Steffen seconded the Motion and it carried 5-0.

- cc. Marquardt S.D. #15: #15-05660-I-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, Prologis. Mr. Steffen seconded the Motion and it carried 5-0.

- dd. C.C.S.D. #93: #15-05658-C-3 (DuPage)
C.C.S.D. #93: #15-05659-C-3 (DuPage)

Mr. Freeman moved to grant a final 90-day extension to Intervenor/Owner, Friedkin Realty Group in each of the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- ee. One Earth Energy, LLC: #16-05080-I-3 (Ford)

Mr. Glorioso moved to grant a 90-day extension until after the final resolution of the 2009 appeal. Mrs. Kinion seconded the Motion and it carried 5-0.

- ff. Husain Abbasi: #15-00213-R-1 (Will)

Mr. Freeman moved to deny the request to rescind the decision. Mr. Steffen seconded the Motion and it carried 4-0 with Mr. Bilotta recusing.

- gg. Kevin Downing: #16-03974-C-3 (Lake)
Herb Straus: #16-03975-R-1 (Lake)
Frank Guagliardo: #16-03978-R-2 (Lake)
David Lathrop: #16-04003-R-1 (Lake)

Mrs. Kinion moved to deny request to reinstate the appeals listed above. Mr. Steffen seconded the Motion and it carried 5-0.

- hh. Tom Shero: #11-34782-C-1 (Cook – Jefferson)

Mr. Bilotta moved to grant the request to vacate decision and dismiss the appeal.
Mr. Freeman seconded the Motion and it carried 5-0.

- ii. Joseph Maltese: #16-22373-C-1 (Cook – River Forest)

Mr. Glorioso moved to grant a 30-day extension. Mr. Steffen seconded the Motion
and it carried 5-0.

- jj. Larry Bowers: #16-03286-R-1 (Lake)
Lucille Penny: #16-03682-R-1 (Lake)
Dawn Nordin: #16-03879-R-1 (Lake)

Mr. Freeman moved to deny the request to reinstate the appeals listed above. Mr.
Steffen seconded the Motion and it carried 5-0.

- kk. Michael Andrews: #16-03928-R-1 (Lake)

Mr. Freeman moved to deny the request to reinstate the appeal. Mrs. Kinion
seconded the Motion and it carried 5-0.

- ll. Adolfo Munez: #16-03312-C-1 (Lake)

Mr. Freeman moved to deny the request to reinstate the appeal. Mrs. Kinion
seconded the Motion and it carried 5-0.

- mm. Steve Kotarinos: #16-03458-C-1 (Lake)
Cory Cybul: #16-03519-R-1 (Lake)

Mr. Freeman moved to deny the request to reinstate the appeals listed above. Mr.
Steffen seconded the Motion and it carried 5-0.

- nn. Laurie Niedfeldt: #16-05046-R-1 (McHenry)

Mr. Freeman moved to deny the request to reinstate the appeal. Mr. Bilotta
seconded the Motion and it carried 5-0.

- oo. Charles Mazzio: #16-03545-R-1 (Lake)
Terry Cusimano: #16-03564-R-1 (Lake)

Mr. Freeman moved to deny the request to reinstate the appeals listed above. Mr.
Bilotta seconded the Motion and it carried 5-0.

- pp. Stafford O'Kelly: #16-03111-R-1 (Lake)
Lynn Chonko: #16-03205-R-1 (Lake)
Ryan Weitzman: #16-03339-R-1 (Lake)
Yelena Straight: #16-03927-R-1 (Lake)
Jorge Mazzini: #16-03400-R-1 (Lake)

Mrs. Kinion moved to deny the request to reinstate the appeals listed above. Mr. Freeman seconded the Motion and it carried 5-0.

- qq. William Pankiw: #13-26494-C-2 (Cook – Elk Grove)
William Pankiw: #15-21457-C-2 (Cook – Elk Grove)

Mr. Freeman moved to deny request to vacate dismissal in each of the appeals listed above. Mr. Bilotta seconded the Motion and it carried 5-0.

- rr. Christine Stelmach: #15-23709-R-1 (Cook – Lake)

Mrs. Kinion moved to deny the request to rescind the decision. Mr. Steffen seconded the Motion and it carried 5-0.

6. Attachments

Decisions A – G and Z

As to Attachment A, Mr. Steffen moved to approve the attachment. Mr. Glorioso seconded the Motion and it carried 5-0.

As to Attachment B, Mrs. Kinion moved to approve the attachment. Mr. Bilotta seconded the Motion and it carried 5-0.

As to Attachment C, Mr. Freeman moved to approve the attachment. Mrs. Kinion seconded the Motion and it carried 4-0 with Mr. Glorioso recusing.

As to Attachment D, Mr. Glorioso moved to approve the attachment. Mr. Bilotta seconded the Motion and it carried 4-0 with Mr. Freeman recusing.

As to Attachment E, Mr. Glorioso moved to approve the attachment. Mr. Freeman seconded the Motion and it carried 4-0 with Mr. Bilotta recusing.

As to Attachment F, Mr. Freeman moved to approve the attachment. Mr. Bilotta seconded the Motion and it carried 4-0 with Mr. Steffen recusing.

As to Attachment G, Mr. Freeman moved to approve the attachment. Mr. Glorioso seconded the Motion and it carried 4-0 with Mrs. Kinion recusing.

As to Attachment Z, Mr. Freeman moved to approve the attachment. Mr. Glorioso seconded the Motion and it carried 5-0.

Workload Report

Mr. Waggoner presented and reviewed the Workload Report FY18 data for year to date through February 1, 2018. He stated this report reflects open appeals at the beginning of the year, new appeals added during the year, appeals closed during the year and appeals pending at the end of the year. He reported staff produced a total of 17,201 closed decisions through the first six months.

Mr. Waggoner reviewed graphs reflecting Weekly ASI Visits, Decisions Viewed Weekly, Weekly PTAB Website Visits, Board Portfolios Viewed Weekly, Letters Viewed Weekly, Board Decisions by Month and Xerox Pages printed Monthly.

Mr. Waggoner stated taxpayers and practitioners continue to utilize the website to track the progress of appeals and to download information. Mr. Waggoner stated this process continues to save significant staff time and reduced copying and mailing expenses.

7. Other Business

Mr. Waggoner reminded the Board the next meeting is scheduled for Tuesday March 13th in Des Plaines.

8. Adjournment

Mr. Freeman moved to adjourn the meeting at 11:00 a.m. Mrs. Kinion seconded the Motion and it carried 5-0.

Respectfully submitted,

Steven M. Waggoner
Acting Executive Director

SMW/dl